

TRANSPORTATION ASSET MANAGEMENT COUNCIL

February 8, 2017 at 1:00 p.m.

MDOT Aeronautics Building

2700 Port Lansing Road, Second Floor Commission Conf. Room

Lansing, Michigan

MINUTES

**** Frequently Used Acronyms List attached**

Members Present:

Derek Bradshaw, MAR/GLS Region V
Joanna Johnson, CRA/RCKC – Chair
Bob Slattery, MML
Rob Surber, DTMB/CSS
Dave Wresinski, MDOT

Don Disselkoen, MAC
Bill McEntee, CRA – Vice-Chair
Jonathan Start, MTPA/KATS
Jennifer Tubbs, MTA
Dale Kerbyson, MML

Staff Present:

Rob Balmes, MDOT
Gil Chesbro, MDOT
Dave Jennett, DTMB/CSS
Hugh McNichol, MDOT
Bill Tansil, MDOT
Ron Vibbert, MDOT

Roger Belknap, MDOT
Tim Colling, MTU, via Telephone
Frank Kelley, MDOT
Gloria Strong, MDOT
Mike Toth, MDOT

Public Present:

Larry Doyle, MDOT
Mark Holmes, DTMB/CSS

Members Absent:

Brad Wieferich, MDOT

1. Welcome – Call-To-Order:

The meeting was called to order at 1:00 p.m. Everyone present at the meeting was introduced.

2. Changes or Additions to the Agenda (Action Item):

The 21st Century Infrastructure Commission is looking to establish a pilot area; possibly within the Southeast Michigan Council of Governments (SEMCOG) region (Region 10-Wayne/Macomb Counties). TAMC may be invited to have some involvement with this. There is expected to be an update from the Governor's office on 21st Century Infrastructure Commission activities within the next couple of months.

A letter from TAMC was sent to Governor Snyder regarding the 21st Century Infrastructure and D. Wresinski reported that it is expected that the governor will be responding possibly today.

B. Wieferich has a special assignment from MDOT for approximately six (6) months that involves the Gordy Howe Bridge. At this time, he is not sure how much this will impact his involvement with TAMC. It is expected that by August this special assignment will be finished.

3. Public Comments on Non-Agenda Items:

None

4. Correspondence and Announcements:

4.1. – State Transportation Commission, January 26, 2017, Lansing

TAMC gave a brief presentation on asset management plans and the TAMC budget. A copy of the presentation was shared with the Council.

Important Conferences that TAMC May Want to Present and/or Have a Booth:

4.2. – Michigan Municipal Executives January 31 – February 3, 2017, Kalamazoo

4.3. – County Road Association (CRA) Conference – March 14-16, 2017, Lansing, 100 years for CRA (TAMC to have exhibit booth)

4.4. – Bridge Conference – March 21, 2017, Lansing – The TAMC Bridge Committee will give a presentation

4.5. – Michigan Municipal League Capitol Conference – March 21-22, 2017, Lansing Center (R. Belknap will contact MML about TAMC having a booth)

4.6. – MAC Legislative Conference – March 27-29, 2017, Lansing Center

4.7. – Michigan Transportation Association Annual Conference – April 10-13, 2017, Lansing – TAMC may possibly have a booth.

4.8. – TAMC Spring Conference – May 25, 2017, Mount Pleasant

4.9. – Michigan Municipal League Convention – September 13-15, 2017, Holland – TAMC may possibly have a booth and/or do a presentation. TAMC will need to contact Kelly Warren and see if TAMC can be a part of the convention. D. Kerbyson will send an e-mail and ask if TAMC can be added to the agenda.

4.10. – MAC Conference – September 24-26, 2017, Mackinac Island

4.11. – Genesee County Planning Forum, February 24, 2017, R. Belknap will speak on behalf of TAMC

Additional Conferences Noted by Council Members:

State Section of the American Public Works Agency - support staff have reached out to them to do a possible presentation.

5. Consent Agenda (Action Items):

5.1. – Approval of the January 4, 2017 Meeting Minutes

D. Kerbyson made a motion to approve the January 4, 2017 meeting minutes;

D. Disselkoe seconded the motion. The motion was approved by all members present.

6. Budget Update – H. McNichol:

6.1. - FY 2016 TAMC Status and Year End Operations

An up-to-date budget report was reviewed. Support staff are waiting on one invoice from Saginaw County and this will close out FY 2016. It was noted that under Section 2 of the budget report St. Joseph and Van Buren Counties show that invoices have not been received. They have been received and submitted on for payment.

6.2. – FY 2017 TAMC Budget Update

TAMC is very much still in the black as it is the beginning of the new fiscal year. They have only received a couple of invoices so far. Nothing new to report.

6.3. – MDOT TAMC FY 2018 Budget Status Increase Request

The Council has not heard back from the State Transportation Commission regarding TAMC's request for a \$250,000 budget increase. CRA took a position to support the increase in the budget. The Council would like to take a look at what was initially requested for the increase. The ACE Committee will do a review.

7. Committee Updates and Discussion Items:

7.1. –Data Committee – B. McEntee

7.1.1. - Investment Reporting Tool/Act 51 Distribution and Reporting System (IRT/ADARS) – G. Chesbro

The 2016 Preliminary PASER Data was reviewed by G. Chesbro; Eaton County is not listed as they do their entire system every other year and this is their off year. One of the major issues discussed from B. Chesbro's presentation was this:

In previous years, TAMC has had a problem in the Grand Rapids area because they weren't rating their ramps. When G. Chesbro checked the ramps this year, they had been rated, however, a number of the ramps were lists as two-lanes wide when they should have been listed as one lane wide. Subsequent investigation revealed that an entire portion of the Grand Rapids area (the northwest quadrant) is showing all roads as two lanes wide, regardless of their actual configuration. It appears that this error was introduced sometime between 2008 and 2010.

It is suspected that someone was editing the file outside of Roadsoft, possibly in ARC or a similar program, and thought they were correcting a single entry in the "Lane" column, and instead assigned that fix to an entire column, and then uploaded the "corrected" file back into Roadsoft, and then the corrupted file was uploaded to the TAMC database.

The Laptop Data Collectors (LDC) used to collect the Pavement Surface Evaluation and Rating (PASER) information displays the surface type and lanage and old PASER rating for the road being rated and that data will stay the same unless it is manually changed. Normally the rating crews only change the PASER rating. T. Colling has been asked to discuss this issue during training this year, and request that rating teams also verify the number of lanes and surface types during the PASER rating efforts for the next few years. The regional coordinators will be made of aware of this issue on their monthly call with R. Belknap.

We are also modifying the data upload procedure. When a person uploads a file to the system it will now tell them how many lane miles/lanes were in the upload. This should alert the person uploading the file if the data upload was incomplete. This will give them a chance to identify and correct the issue that cause the partial upload problem.

We have also identified an issue with GVMC files which did not include the names of the people that were in the data collection vehicle.

J. Start made a motion that the Data Committee accept the data and have this information placed in the TAMC Annual Report. D. Wresinski seconded the motion. The motion was accepted by all members present.

The IRT sub-committee members are: J. Start, J. Tubbs, D. Wresinski, D. Jennett, and B. McEntee.

7.1.2. – IRT Rewrite Update – D. Jennett

The DRAFT IRT Summary Stats and Text for Annual Report from B. McEntee and D. Jennett was reviewed. Because the IRT requirement began for all agencies with Fiscal Years (FY) ending after September 30, 2015, we only have partial data for FY 15, and we won't have complete reporting for FY 16 until well after the publication date of the Annual Report. The ACE Committee feels that because there is not a single universal reporting date, this year's Annual Report will report on partial year information for both 2015 and 2016, and the 2017 Annual Report will just report on complete year 2016 data. If anyone has any comments for the draft report please contact B. McEntee and/or R. Belknap.

A hand-out showing the Investment Reporting Tool (IRT) page with the asset management questions was shared with the Council. It is not mandatory for the agencies to answer all of the questions in order to submit their IRT information. The questions will be put on the TAMC SharePoint for comments and this will be shared at the next Data Committee meeting. D. Jennett needs to know the number of questions that need to be asked so that he can make space for any additions. CSS will be testing the IRT later this week. They have some candidates that will be coming in to try the new IRT from Portland and some internal staff so that they can be sure that users understand the new process and it is clear to everyone. CSS will report back on the results.

Warranties are another of the questions that the Council are proposing to add to the IRT. It is a simple "yes or no" question. We will not be tracking warranties on projects, we just want to know if there is a warranty on the project. This will allow us to identify projects were warranty projects at some later date and allow us to determine if there is an obvious benefit of having a warranty or not.

CSS currently has a space on the IRT page as to whether or not a project includes a Highway Performance Monitoring System (HPMS) segment. Entering their HPMS information is helpful but it is not required at this time.

7.1.3. – Dashboard Update – D. Jennett

The Traffic, Finance and Maintenance was updated on November 15, 2016 and is now out on the TAMC Website. CSS had a production support issue with IRT/ADARS that they are correcting. CSS created a mobile version of the traffic dashboard. The Council would like to make the Pavement Dashboard mobile. One of the issues is an adobe flash problem. The Pavement Dashboard is massive and CSS is trying to break it up into smaller groups.

7.1.4. – Website Update – D. Jennett

The TAMC Website has been updated with the Spring Conference information and trainings. CSS has only placed calendar year 2017 information on the Website. If someone needs information from 2016 they will be referred to T. Colling. It was requested by the ACE Committee to put a link on the top of the page that says "Conference Information" and possibly move News and Events up on the page so people will see it and know it is available. They will be setting it up so when

someone clicks on a subject box it will automatically take them down the page to the area they have selected.

7.2. – Administration, Communication and Education Committee (ACE) Update – J. Start

The ACE Committee met this morning at 10:00 a.m.

7.2.1. – Bylaws Updates

D. Bradshaw made a motion to add the ACE Committee name change to the TAMC Bylaws; D. Disselkoe seconded the motion to approve the bylaws as presented. The motion was approved by the committee.

7.2.2. – Status of Policy Updates

Non-Federal Aid Data Collection Policy – The Committee recommends shortening the data collection to the last Friday in September and submitting that data no later than the first Friday in November. They would start this in 2018. The concern is are we doing this at the expense of the people doing the work. Some agencies have fewer staff and are very busy and may not be able to meet these deadlines. For the next ACE Committee meeting G. Chesbro will give information on when (what months) people are doing their data collection. This will aid in making the final decision. If the agency does any data collection after October 1, they will still get paid but paid out of the next fiscal year budget.

There has been an increase in consultants for the PASER collection. The requirement of having a regional person, an MDOT person, and 1 or 2 people from the local agency in the data collection truck has not changed. Some are placing a consultant in the data collection truck. Have we ever considered contracting out PASER collectors? They originally wanted to have different areas (local knowledge) put together in the truck to discuss the roads. Having the locals in the truck forces them to actually personally see the roads and possibly collaborate. Also, agencies may not agree on a consultant.

7.2.3. – Regional Planning Budget/Work Program Updates

D. Bradshaw, R. Belknap, and J. Start are working with J. Watkin from MDOT, Statewide Planning Section to update the Unified Work Program (UWP) and how they can include the TAMC work program into the Metropolitan Planning Organization/Regional Planning Organization (MPO/RPO) work programs. It was discussed at the committee meeting what will be covered as eligible work activities and there has to be flexibility for the agencies in their creation of their asset management plans. MPO work programs are due June 1. The UWP has to be completed by May 1 in order to have public comment on it. TAMC will give MPOs/RPOs a certain number of dollars to get certain things done. TAMC will prioritize those items but leave it up to the agencies in which order they need to get them done. What is the TAMC's role in the MPO/RPO work programs is to make sure TAMC's work program is placed in the MPO/RPO work programs. ACE Committee needs to know what the priorities are from the Council so things are consistent. Some of those items are – 1. Data collection 2. Training and, 3. Asset Management Plans. This will be discussed further within the subcommittee and they will discuss with ACE Committee and bring back to Full TAMC with recommendations.

7.2.4. – FY 2017-2019 TAMC Work Program – Program by Year with Budget – R. Belknap
Nothing new to report. See 7.2.3.

7.2.5. – Annual Report Feedback [2015 TAMC Annual Report](#)

Support staff is working on a draft that will include a 21st Century Infrastructure chapter and IRT Re-write chapter using 2015 data for IRT since 2016 is not complete. Support staff is working with MDOT-Graphics Design Division to create a cover design and getting photos from different agencies for possible inclusion in the report.

R. Belknap and Elisha Defrain, from the MDOT Policy Division, submitted a draft article regarding the 21st Century Infrastructure Commission Report for the MTU Bridge Newsletter. It is currently being reviewed and edited.

7.3. - Bridge Committee Update – D. Disselkoen/B. Wieferich

W. Harrall will be presenting at the March 21, 2017 Bridge Conference

7.4. – Michigan Center for Shared Solutions (CSS) – D. Jennett/R. Surber

Per D. Jennett, CSS has approximately 10 staff members working on TAMC data needs. D. Jennett had nothing more to report from what was previously reported.

7.5. – Michigan Technical University/Technical Assistance – T. Colling

The Council was given a copy of an e-mail regarding asset management plans for bridges training requesting Bridge Committees approval of training dates. Chris Gilbertson, from MTU, Center of Technology and Training, has prepared a roll-out of the updated format for the Bridge Asset Management Training, starting with the first Webinar and then a classroom type session. Two dates were proposed for the Webinars – Friday, February 17, 2017 and Friday, February 24, 2017; 10:00 a.m.-12:00 noon. For the classroom type session, he has proposed conducting that on Thursday, March 9, 2017; 9:00 a.m.-2:00 p.m.. This is a workshop where attendees can utilize their own agency's data to create an asset management plan for their bridges. The trainings will be held at the MDOT, Horatio Earle Learning Center. Al Halbeisen and Keith Cooper will be participating in the Bridge Webinars.

PASER Training Sessions have been scheduled and Council members have been asked to sign up to attend and represent TAMC at the sessions. MTU will also do quality control at the trainings.

8. Member Comments:

This is Dale Kerbyson's last TAMC meeting that he will be participating in as a Council member. Lapeer is hosting the August TAMC meeting where D. Kerbyson will be present. Mr. Kerbyson was thanked for his services to TAMC. Support staff have been in contact with the Michigan Municipal League for a replacement. There is a possibility that a replacement may be made by the next TAMC meeting.

9. Public Comments:

None

10. Adjournment:

The meeting adjourned at 3:10 p.m.; the next meeting will be held March 1, 2017 at 1:00 p.m., MDOT Aeronautics Building, 2nd Floor Commission Conference Room, Lansing.

TAMC FREQUENTLY USED ACRONYMS:

AASHTO	AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS
ACE	ADMINISTRATION, COMMUNICATION, AND EDUCATION (TAMC COMMITTEE)
ACT-51	PUBLIC ACT 51 OF 1951-DEFINITION: A CLASSIFICATION SYTEM DESIGNED TO DISTRIBUTE MICHIGAN’S ACT 51 FUNDS. A ROADWAY MUST BE CLASSIFIED ON THE ACT 51 LIST TO RECEIVE STATE MONEY.
ADARS	ACT 51 DISTRIBUTION AND REPORTING SYSTEM
BTP	BUREAU OF TRANSPORTATION PLANNING (MDOT)
CPM	CAPITAL PREVENTATIVE MAINTENANCE
CRA	COUNTY ROAD ASSOCIATION (OF MICHIGAN)
CSD	CONTRACT SERVICES DIVISION (MDOT)
CSS	CENTER FOR SHARED SOLUTIONS
DI	DISTRESS INDEX
ESC	EXTENDED SERVICE LIFE
FAST	FIXING AMERICA’S SURFACE TRANSPORTATION ACT
FHWA	FEDERAL HIGHWAY ADMINISTRATION
FOD	FINANCIAL OPERATIONS DIVISION (MDOT)
FY	FISCAL YEAR
GLS REGION V	GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING AND DEVELOPMENT COMMISSION
GVMC	GRAND VALLEY METRO COUNCIL
HPMS	HIGHWAY PERFORMANCE MONITORING SYSTEM
IBR	INVENTORY BASED RATING
IRI	INTERNATIONAL ROUGHNESS INDEX
IRT	INVESTMENT REPORTING TOOL
KATS	KALAMAZOO AREA TRANSPORTATION STUDY
KCRC	KENT COUNTY ROAD COMMISSION
LDC	LAPTOP DATA COLLECTORS
LTAP	LOCAL TECHNICAL ASSISTANCE PROGRAM
MAC	MICHIGAN ASSOCIATION OF COUNTIES
MAP-21	MOVING AHEAD FOR PROGRESS IN THE 21 ST CENTURY (ACT)
MAR	MICHIGAN ASSOCIATION OF REGIONS
MDOT	MICHIGAN DEPARTMENT OF TRANSPORTATION
MDTMB	MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
MITA	MICHIGAN INFRASTRUCTURE AND TRANSPORTATION ASSOCIATION
MML	MICHIGAN MUNICIPAL LEAGUE
MPO	METROPOLITAN PLANNING ORGANIZATION
MTA	MICHIGAN TOWNSHIPS ASSOCIATION
MTF	MICHIGAN TRANSPORTATION FUNDS
MTPA	MICHIGAN TRANSPORTATION PLANNING ASSOCIATION
MTU	MICHIGAN TECHNOLOGICAL UNIVERSITY
NBI	NATIONAL BRIDGE INVENTORY
NBIS	NATIONAL BRIDGE INSPECTION STANDARDS
NFA	NON-FEDERAL AID
NFC	NATIONAL FUNCTIONAL CLASSIFICATION
NHS	NATIONAL HIGHWAY SYSTEM
PASER	PAVEMENT SURFACE EVALUATION AND RATING

PNFA	PAVED NON-FEDERAL AID
PWA	PUBLIC WORKS ASSOCIATION
QA/QC	QUALITY ASSURANCE/QUALITY CONTROL
RCKC	ROAD COMMISSION OF KALAMAZOO COUNTY
ROW	RIGHT-OF-WAY
RPA	REGIONAL PLANNING AGENCY
RPO	REGIONAL PLANNING ORGANIZATION
SEMCOG	SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS
STC	STATE TRANSPORTATION COMMISSION
STP	STATE TRANSPORTATION PROGRAM
TAMC	TRANSPORTATION ASSET MANAGEMENT COUNCIL
TAMCSD	TRANSPORTATION ASSET MANAGEMENT COUNCIL SUPPORT DIVISION
TAMP	TRANSPORTATION ASSET MANAGEMENT PLAN
TPM	TRANSPORTATION PERFORMANCE MEASURES
UWP	UNIFIED WORK PROGRAM

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